

## March Question Bank+Exams

## Grade 6

Mrs/Eman Meslam





## **Lesson 1** Explorer in action

## Put ( $\sqrt{}$ ) or (X)

1	Ms. Sonika Manandhar is a gaming technology entrepreneur.	(	)
2	Ms. Sonika Manandhar is a National Geographic Explorer from	(	)
	the Republic of Congo		
3	Ms. Sonika Manandhar is known as one of the leading scientists	(	)
	in the educational gaming industry.		
4	Singularity University is affiliated with NASA in California.	(	)
5	Ms. Manandhar wanted to use her knowledge to improve the	(	)
	local environment in Nepal.		
6	Increasing the amount of carbon emissions helps to improve the	(	)
	local and natural environment.		
7	The use of electric buses can reduce the rate of carbon	(	)
	emissions.		
8	Most of the bus drivers in Kathmandu are young people.	(	)
9	Ms. Sonika Manandhar worked for the fintech company Aloi	(	)
	without co-founding it.		
10	Aloi helps people use financial services.	(	)
11	Women drivers in Nepal can modernize their old buses by	(	)
	taking out loans from Aloy.		
12	The buses can be modernized with water-based batteries so that	(	)
	they last longer.		

	Grade 6 Question bank – March – 2024		
13	Drivers can only repay their loans hand in hand.	(	)
14	Aloi's loan process is faster and easier than most current bank	(	)
	loan processes.		
15	Only when the loan is approved can the driver receive a digital	(	)
	code that she can use with authorized vendors.		
16	The driver must pay all her debts to the mall at once from the	(	)
	profits in the month following the purchase.		
17	The driver can follow up on all her transactions through text	(	)
	messages without having to use the internet.		
18	The platform has nothing to do with the financiers' business as	(	)
	it cannot report on how the loans are spent.		
19	Passengers can schedule their trips through the company's	(	)
	website.		
20	Passengers can complete their financial transactions using	(	)
	digital tokens or mobile wallets.		
21	Egypt has not contributed to environmental conservation	(	)
	activities or any environmental conferences.		
22	Egypt has launched the first home-made electric car in the	(	)
	framework of adopting a green economy.		
23	The locally-made electric car launched by Egypt can	(	)
	accommodate 9 people and travel at a maximum speed		
24	Ms. Sonika Manandhar uses her Instagram account to spread	(	)
	awareness of the benefits of small green business owners		
3			

## **Choose the correct answer:**

1-Ms. Sonika Manandl	har is a technolo	ogy entrepreneur
A. Financial equipment.	B. space.	C. Engineering
2- Ms. Sonika Manand	lhar is a National Geographi	c explorer from the
Republic of		
A - Nepal	<b>B - Dominican Republic</b>	C - China
3- "Sonika Manandha	r" was interested in the field	of
A - Art	B - Engineering	C - Medicine
4- She studied	robotics and artificial	intelligence at Singularity
University.		
A- Big Kenner	B- Mojos	C- Sonika Manandhar
5- NASA's Singularity	University is located in	•••••
A- California	B- Egypt	C- France
	wanted to utilize her knowle	S
A- improving	<b>B-</b> Destroy	C- Optimize
7- Sonika Manandhar of carbon emissions.	noted that using	may reduce the rate
A- Electric minib	uses B- Coal minibuses	C- Natural gas trains
Sonika Manandhar no are women.	ticed that most of the car dri	ivers in Nepal's capital
A. California	<b>B- Singularity</b>	C. Kathmandu

9-102019, Ms. Manandhar co	o-founded the fintech	company
A- Amazon	B- Aloi	C- Google
10 - Aloi helps women minibuloans.	s drivers in Nepal acc	ess low-interest
a. Loans	b. Prizes	c. Rewards
11- Aloi helps improve the env	vironment by helping	electric bus drivers to
purchase and modernize bus	es by providing them	with long-lasting
a-Tools and equipment	b. Natural gases c	. Lithium-ion batteries
12. Electric bus drivers receiv	e and repay bank loai	ns through
a. Direct bank transactions	b. Company plat	tform c. Mailboxes
13- The electric bus driver recuses when dealing with autho	•	oan approval which she
a. Loan	b. Card	c. Digital code
14- The electric bus driver reprofits she makes from her bu	•	nancier from the
a. Monthly	b. Daily	c. Yearly
15- All financial transactions through	when purchasing elect	tric buses are done
a. Text messages	b. Whatsapp messag	ges c. Emails
16-It is for Passens company's website.	gers to schedule their	trips through the
A. Impossible	B. Possible	C. Not available

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taned -					
17 Passeng phone.	ers can pay f	or the flight using digital to	kens or	mobi	le
a. v	vallet	b. whatsapp on	C. Photo App	)	
-	of Egypt's ad homema	loption of green economy st de.	rategies, it launch	ned th	e
A - electr	ric trains	B – airplanes	C - electri	ic car	S
	te nine peopl	ched by Egypt to preserve t le and travel at a maximum		an	
	A- 60	B- 90	C- 120		
-	ce of the elect for the Egypt	ric car launched by Egypt i ian market.	s expected to be		
A- Uns	uitable	<b>B-</b> Unacceptable	C- Suit	table	
L	esson 2	Operating systems a	and software		
<b>Put (</b> √ )	or ( X )				
1 The op		m (OS) manages computer :	functions and	(	)
1 The op	erating syste	, ,		(	)

The operating system coordinates and manages the communication between your hardware and software.  5 The operating system has nothing to do with the requirements of different computer programs.  6 Your computer will not be able to function without the operating system.  7 The CPU, memory, and storage are components of a computer.  8 A new operating system must be installed on the computer when you buy it because it is not supplied with it.  9 Microsoft Windows is often used in schools on computers.  10 Macintosh computers use the macOS operating system.  11 macOS is generally inexpensive as schools use it.  12 Smartphones and tablets use Microsoft Windows operating systems.  13 You can change operating system settings using the System
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12 Smartphones and tablets use Microsoft Windows operating systems.
systems.
13 You can change operating system settings using the System
Settings control.
14 All operating system settings have the same names and
appearances.
15 In mac OS, the settings are called System Preferences.
16 The settings in IOS are called Control Panel.
17 Hardware or software settings in the Control Panel cannot be
modified.
18 You can add a new wireless printer to your computer, but it
cannot be removed from your computer.

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19	Changes you make in to other programs on	n Control Panel are automatic	ally applied (	( )	
20	•	nutomatically downloaded and	l allowed to	· )	
	be used immediately.	•		,	
21		n from your Windows machin	e, open (		
	Control Panel and th	en remove the program direc	tly without		
	following specific ste	ps.			
22	Programs installed o	n Android devices cannot be r	removed.	( )	
23	The operating system	n is an essential part of the pro	ograms on (	( )	
	computers.				
<u>Ch</u>	oose the correct	answer:			
	he operating system m grams and hardware.	nanages compute	r functions, runn	ing	
8	a- os. b	- mac.	c- macint	osh	
2- T	he most important pr	ogram on your computer is	•••••		
	a. Word	b. Operating system	c. Paint	t	
3_ T	he operating system c	oordinates communication be	tween vour devi	ces	
	•••••		v		
and	. your friends	b. your contacts	c. your progra		
and a 4- N	. your friends	b. your contacts ptops have a pre-loaded opera	c. your progra		

5-Smartphones and tablet and	s use different operating	g systems such as Android
a- Microsoft Windo	b- macOS	c- IOS
6- You can change the oper control	rating system settings us	ing the
a. Self b. Selec	cting travel modes	c. System Settings
7- System settings have sev on the you are u		d appearances depending
a- Operating system	b- Phone type	c- Device manufacturer
8- Device settings in iOS ar	re called	
A - Control Panel	<b>B</b> - Control Center	<b>C</b> - System Preferences
9- You can locatetaskbar.	. by typing Control Pane	el in the search box in the
a. Control Panel	c. PowerPoint	d. Google
10- To add a new wireless per then select the printer you	•	
a. Clear data	b. Delete device	c. Add device
11. Changes you make in the programs on your computer		are applied to other
a. Manually b. Au	itomatically c. Wi	th a specific physical tool
12. You can drag and drop installed on your computer	·	rom the font library
a. Downloads folder	b. Hardware and Sound	c. Media and Printers

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	improve the graphical interface of the improve that comes out with		l pan	el
A. An updated operating	g system B. The same C. A type of computer	operatin	g sys	stem
·	new printer to a computer,e so you can use it right away.	dowi	nload	ls
a- Windows	b- macOS	c- I	OS	
15- You canand then uninstalling	the program by clicking the right I	mouse bu	itton	
a. Put	b. Add	c. Delet	te	
on the profile icon, then	am from, you can open the click on Manage Applications and Dename of the application you want to	evices, th	en	elick
A- Android	<b>B- Windows</b>	C- Mic	croso	ft
Les	son 3 Writing and sharing	g repor	ts	
Put ( $$ ) or (X)				
1 Microsoft Word is b reports and sharing	y far the most reliable tool for writing information.	1g	(	)
2 You can write report and use its various to	ts using the Microsoft Access applications	ation	(	)
3 To choose a specific	layout, click on the Layout and Inpu	ıt tabs.	(	)

	Grade 6 Question bank – March – 2024		
4	Microsoft Word includes formatting tools that allow the user to	(	)
3	print text in italic or bold formats.		
5	Microsoft Word tools do not allow you to put headings or create	(	)
	tables.		
6	Some of the tasks that Microsoft Word tools can perform are	(	)
	inserting images, hyperlinks, and footnotes.		
7	Previewing the initial document before saving or printing it is	(	)
	allowed in Microsoft Word.		
8	WhatsApp is a messaging service for exchanging ideas and	(	)
	sharing information.		
9	WhatsApp does not help in providing feedback, especially when	(	)
	working on a group project.		
10	Text messaging does not allow you to send audio and video	(	)
	messages and images.		
11	Text messages or photos can only be sent via WhatsApp to one	(	)
	person.		
12	WhatsApp is a very expensive service to use.	(	)
10			
13	Encrypting messages sent in WhatsApp is one of the good	(	)
1.4	features of the application.		
14	WhatsApp services can be used from any device and without	(	)
1.5	being restricted to a location.		
15	You can use the design elements in Microsoft Word to increase	(	)
	the professionalism of your report		
11			

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## Choose the correct answer: .

1.Reports can be writte	n using Microsoft	•••••
a-Excel.	b. PowerPoint.	c. Word
2.To choose a specific la	yout, you can click on .	and enter
a. Layout	b. Home page	c. References
3.Microsoft's capitalized words	program includes the a	ability to print italicized or
a. Word	b. Access	c. PowerPoint
4 is one of Micr	osoft Word's formatting	g tools
a. Footnotes	b. Drawing	c. Adding slides
5. You can use messagin	g services such as	•••••
a. WhatsApp	b. Excel	c. Word
6.Feedback from collea	gues and teachers can b	e requested through
a. WhatsApp	b. Photos	c. System Settings
7. Whats App messages a conversation	allow sending messages.	in a single
a. Individual	b. Group	c. Individual and group
8. Whats App messages a	are characterized as	•••••••••••••••••••••••••••••••••••••••
a. Free	b. Expensive	c. Moderately priced
9.No one but the recipional called	ent of the message can r	ead it, a feature of WhatsApp
a. Non-privacy	b. Encryption	c. Violations
12		

10 WhatsApp messaging services can be used on an Android or Apple device......

a. Unlimited

**b.** Time-limited

c. At a higher cost

## **Lesson 4** Creating a presentation

Put ( $$ ) or ( $X$ )
-----------------------

	<del>- 1 - 1 - 1 - 1</del>		
1	You can use office programs and create presentations to express	(	)
	your opinions and ideas.		
2	Make your presentations interesting and engaging by using the	(	)
	right design.		
3	Microsoft PowerPoint is a text editing application only.	(	)
4	Animation options are available to add motion to the sentences	(	)
	and words on the slides.		
5	Microsoft PowerPoint does not help to create presentations in	(	)
	which you can express your ideas.		
6	All Microsoft PowerPoint tools are complex and require special	(	)
	skills.		
7	You can effectively communicate your idea by using the tools to	(	)
	create engaging visuals that will grab the attention of your		
	viewers.		
8	You can review your presentation through the editing tab in	(	)
	review mode.		

		Grade 6	<b>Question ba</b>	ank – March – 2024		
9	You can Word.	save the file a	nd maintain its f	ormat by saving it in	(	)
10	10 PowerPoint does not offer the option to customize the slide size.					)
11	The tool	s in the Design	tab help attribu	ites and variables to	(	)
	choose t	he style of you	r presentation.			
12	The Inse	ert tab allows y	ou to add an ima	age, shape, or text box.	(	)
13	Images o	can be loaded	from files on the	computer only when an	(	)
	image is	inserted into 1	the presentation.			
14	14 You can preview the presentation for the last time by pressing (			(	)	
	the Print button.					
15	The Pow	verPoint prese	ntation should no	ot exceed 10 slides and 20	(	)
	minutes	and should no	t use a font type	smaller than 30 points		
Cho	oose th	e correct a	nswer:			
1- Y	ou can cr	eate presentat	ions through the	Microsoft program	•••••	••••
	a- Word	l.	<b>b</b> - PowerPoint.	c - Access		
	sing the i	right n	nakes presentatio	ons more interesting and		
	a. Desig	n	b. Device	c. Mouse		
3- Microsoft PowerPoint includes tools and writing for drafting texts.					ts.	
a - Maintenance b - Engineering c - Drawing						

4-Options are available to add movement to sentences and words on slides				
a - do not allow	b – prohibit	c- allow		
5- PowerPoint includes tool materials for viewers.	ls that help	users create engaging		
a. Difficult	b. Complex	c. Easy		
6- To save the file before pr	inting to preserve its fo	rmatting, click on		
a- Save the file as - pd	f option b- Delete	the file c- Layout		
7- You can review the prese	entation and make chan	ges in review mode by		
a- Insert an image	b- Edit in review m	ode c- Add a table		
8- The slide size is chosen b	y clicking on the	tab.		
a- Input- Text box	b- Type size c-	- Design- Slide size		
9- The style and position of	the text can be change	d by clicking on		
a- Insert	b- Design- Themes	c- File		
10- When writing the message on PowerPoint, you must observe the rule of when it comes to text size				
a- 10/20/30	b- Security	c- Device		
11- The number 10 in the 10/20/30 rule refers to				
a. Presentation time	b. Number of slides	c. Font size		
12- The number 20 in the 1	0/20/30 rule refers to	•••••		
a. Number of slides	b. Font size	c. Display time		

## Grade 6 Question bank - March - 2024 13 The number 30 in the 10/20/30/30 rule refers to the lowest ...... a- Font size **b- Display time** c- Number of slides 14- Images can be added by clicking on the ..... tab a- Insert Image **b- File- Print c- Insert Text Box** 15- You can print the file by clicking on ...... **b- Insert** a- File- Print +c- Design **Lesson 5** Creating a database Put ( $\sqrt{}$ ) or (X) To be able to analyze your results and make decisions, you need to organize the information you collect about an issue. All data must be managed in compliance with European data protection laws Databases store a limited amount of data and information in a computer system Data can be easily analyzed or changed to meet the needs of users. A database does not allow the collection of data or information about people or places. Teachers can use databases to collect information about their

students.

employees.

Companies use databases to record information about their

1	Microsoft Word is used to create a database.	(
	To type the column headings and field names to be added, click	(
	Class Name	
)	ID Number is used to type the correct identification number.	(
	To add a column to a database, right-click and choose Insert	(
	Column.	
)	Type the class name in the Class Name column.	(
•	Excel automatically formats numbers and dates as you type	(
	them.	
4	Some common Excel tools include coloring and designing	(
	various slides.	
5	To choose sorting, go to the toolbar, select Data, and then click	(
	Sort.	
5	Excel's common tools can be used for addition, subtraction,	(
	multiplication, and division.	
7	Excel allows you to manipulate numbers in the database by	(
	adding formulas.	
8	To add text in Excel cells, you must use a formula.	(
9	To create a formula, you must first type "=" in the cell so that	(
	Excel knows you are creating a formula.	
)	You can add your favorite hobbies and favorite foods to your	(
	Excel database.	

## **Choose** the correct answer:

1- All data must be mana	ged in compliance with da	ta protection laws
a- Egyptian	b- Japanese.	c - European
Changing and analyzing	data in a database is	to meet the needs of users
a. Difficult	b. Easy	c. Complex
2 can be use places or things	d to collect data and infor	mation about people,
a - Paint program	b- Photo program	c - Database
3- A teacher can use a da	tabase that includes inforn	nation about
a- his students	b- street children	c- politicians
4- Microsoft	can be used to create a c	latabase
a- Access	b- Excel	c- Word
5- To type the column hea	adings and field names to b	be added, click on
a- A1, B1 and C1	b- Student Name	c- ID Number
6- Sorting, adding, subtra	acting, dividing, and multi	plying are tools of
a- PowerPoint	b- Word	c- Excel
7- To choose sorting, you	have to choose	from the toolbar.
a - design	b – data	c - font type
8- Excel allows you to dea	al with numbers in the data	abase by adding
a- Formulas	b- Slide	c- Color
9- To create a formula, yo	ou must first type	••••••
a. ???	b. :<:	C- "="



## **Lesson 6** Creating digital project

## Put ( $\sqrt{}$ ) or (X)

1	You can use PowerPoint to help you plan projects.	(	)
2	PowerPoint allows you to share information with others	(	)
3	Sharing information via text and images is one of the things that	(	)
	PowerPoint allows.		
4	Videos, animations, and infographics are visuals that are not	(	)
	allowed to be shared through PowerPoint.		
5	To make your presentation more engaging, you can add some	(	)
	visuals such as a video or images.		
6	Presenting plain text without additional visuals can lead to a	(	)
	less engaging presentation.		
7	A flowchart is not a presentation tool.	(	)
8	A flowchart does not have specific steps, but a new one can be	(	)
	created by simply clicking on the Insert Text tab.		
9	You can create a flowchart by clicking on the Insert tab, clicking	(	)
	on Choose Drawing, then the menu, and following the steps		
	down to the text and selecting the color you want.		
10	Flowcharts allow you to change colors using styles.	(	)
11	When presenting in front of an audience, you need to speak	(	)
	quickly.		

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12 The introduction of presentation.	of the topic is an important part	of your (	)
13 You should read d	irectly from the content of the p	resentation (	)
without having to	read it beforehand		
14 Be sure to refer to	the different sections of the flow	vchart while (	)
presenting the info	ormation		
15 Presentations can	be used to solve a problem or di	scuss an issue (	)
Choose the corre	ct answer:		
The provide pro	rogram can create presentations	s to share informatio	n
A. PowerPoint.	b - Painter.	C - camera	
2- Visualizations can be	e added to presentations such as	videos, animations,	
- Device settings	b- Operating system	c- Graphics	
3- PowerPoint works of communicates it better	n the scientific materia	al presented and	
- Complexity	h - Difficulty	c- Simplificatio	n

4- ..... can be used In conceptualizing, planning and presenting a task or project

a. Flowcharts

b. Facebook

c. Video games

5- To create a flowchart, you must first click on ...... from the Insert tab.

a- Smart Art

**b-** List

c-OK

6-Choose a flowchart you	u want to use, review the descr	ription at			
a. References	b. Input menu	c. Dialog box			
7- You can choose the desire	ed color by clicking Change C	olor from			
a- Illustrator	b- Smar Art Design	c- Start Menu			
8- When giving your presen	tation, you should speak	•••••			
a. Very slowly	b. Quickly	c. Confidently			
	9- Start with To explain and clarify the purpose of the presentation to the audience.				
a- Conclusion of the topic	b- Introduction	c- Random way			
10. practicing in advance to read the content of the presentation before presenting it to the audience is					
a. Important	b. Unnecessary	c. Waste of time			



# Answers March Question Bank+Exams

Grade 6

Mrs/Eman Meslam





## **Lesson 1** Explorer in action

## Put ( $\sqrt{}$ ) or (X)

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2	Ms. Sonika Manandhar is a National Geographic Explorer from	(	X	)
	the Republic of Congo			
3	Ms. Sonika Manandhar is known as one of the leading scientists	(	X	)
	in the educational gaming industry.			
4	Singularity University is affiliated with NASA in California.	(		)
5	Ms. Manandhar wanted to use her knowledge to improve the	(		)
	local environment in Nepal.			
6	Increasing the amount of carbon emissions helps to improve the	(	X	)
	local and natural environment.			
7	The use of electric buses can reduce the rate of carbon	(		)
	emissions.			
8	Most of the bus drivers in Kathmandu are young people.	(	X	)
9	Ms. Sonika Manandhar worked for the fintech company Aloi	(	X	)
	without co-founding it.			
10	Aloi helps people use financial services.	(		)
11	Women drivers in Nepal can modernize their old buses by	(		)
	taking out loans from Aloy.			
12	The buses can be modernized with water-based batteries so that	(	X	)
	they last longer.			

13	Drivers can only repay their loans hand in hand.	( <b>X</b>	)
14	Aloi's loan process is faster and easier than most current bank	( √	)
	loan processes.		
15	Only when the loan is approved can the driver receive a digital	( √	)
	code that she can use with authorized vendors.		
16	The driver must pay all her debts to the mall at once from the	( <b>X</b>	)
	profits in the month following the purchase.		
17	The driver can follow up on all her transactions through text	( √	)
	messages without having to use the internet.		
18	The platform has nothing to do with the financiers' business as	( <b>X</b>	)
	it cannot report on how the loans are spent.		
19	Passengers can schedule their trips through the company's	( √	)
	website.		
20	Passengers can complete their financial transactions using	( √	)
	digital tokens or mobile wallets.		
21	Egypt has not contributed to environmental conservation	( <b>X</b>	)
	activities or any environmental conferences.		
22	Egypt has launched the first home-made electric car in the	( √	)
	framework of adopting a green economy.		
23	The locally-made electric car launched by Egypt can	( <b>X</b>	)
	accommodate 9 people and travel at a maximum speed		
24	Ms. Sonika Manandhar uses her Instagram account to spread	( √	)
	awareness of the benefits of small green business owners		

## **Choose the correct answer:**

1-Ms. Sonika Manandh	nar is a techno	ology entrepreneur
A. Financial	B. space.	C. Engineering equipment.
2- Ms. Sonika Manand	har is a National Geograp	hic explorer from the
Republic of		
A - Nepal	<b>B - Dominican Republic</b>	C - China
3- "Sonika Manandhar	" was interested in the fie	ld of
A - Art	<b>B</b> - Engineering	C - Medicine
4- She studied	robotics and artifici	al intelligence at Singularity
University.		
A- Big Kenner	<b>B- Mojos</b>	C- Sonika Manandhar
5- NASA's Singularity	University is located in	•••••
A- California	B- Egypt	C- France
	wanted to utilize her know izing the rate of carbon er	vledge of the local missions
A- improving	<b>B- Destroy</b>	C- Optimize
7- Sonika Manandhar i of carbon emissions.	noted that using	may reduce the rate
A- Electric minib	uses B- Coal minibuses	C- Natural gas trains
Sonika Manandhar not are women.	ticed that most of the car o	drivers in Nepal's capital
A. California	<b>B- Singularity</b>	C. Kathmandu

9-10-2019, Ms. Manandhar co-founded the fintech company				
A- Amazon	B- Aloi	C- Google		
10 - Aloi helps women minibus drivers in Nepal access low-interest loans.				
a. Loans	b. Prizes	c. Rewards		
11- Aloi helps improve the	e environment by ho	elping electric bus drivers t	0	
purchase and modernize	buses by providing	them with long-lasting		
a-Tools and equipmen	nt b. Natural gase	es c. Lithium-ion batter	ies	
12. Electric bus drivers re	eceive and repay ba	nk loans through	•••	
a. Direct bank transacti	ons b. Compa	ny platform c. Mailb	oxes	
13- The electric bus drive uses when dealing with au		upon loan approval which s	she	
a. Loan	b. Card	c. Digital code		
14- The electric bus drive profits she makes from he		the financier fro	m the	
a. Monthly	b. Daily	c. Yearly		
15- All financial transactions when purchasing electric buses are done through				
a. Text messages	b. Whatsapp 1	messages c. Emai	ls	
16-It is for Passengers to schedule their trips through the company's website.				
A. Impossible	<b>B.</b> Possible	C. Not available		
26				

	arade	o Question bank	- War C11 - 2024			
17 Passeng	17 Passengers can pay for the flight using digital tokens or mobile phone.					
a. wall	let	b. whatsapp on	C. Photo App			
-	of Egypt's ac homema	•	ny strategies, it launched th	ie		
A - electi	ric trains	B – airplanes	C - electric car	S		
	ate nine peop	ched by Egypt to presentle and travel at a maxin	rve the environment can num speed of			
	<b>A-</b> 60	B- 90	C- 120			
•	ce of the elect for the Egypt	tric car launched by Egy ian market.	ypt is expected to be			
A- Uns	uitable	<b>B-</b> Unacceptable	C- Suitable			
L	esson 2	Operating system	ns and software			
<u>Put (√)</u>	or ( X )					
1 The op	erating syste	m (OS) manages compu	iter functions and ( )	)		
runs p		an (0%) manages compo				
1	rograms and	•				
		•	o your computer (X	( )		

### Grade 6 Question bank - March - 2024 4 The operating system coordinates and manages the $(\sqrt{\phantom{a}})$ communication between your hardware and software. The operating system has nothing to do with the requirements (X)of different computer programs. $(\sqrt{\phantom{a}})$ Your computer will not be able to function without the operating system. The CPU, memory, and storage are components of a computer. $(\sqrt{\phantom{a}})$ A new operating system must be installed on the computer when (X)8 you buy it because it is not supplied with it. Microsoft Windows is often used in schools on computers. $(\sqrt{\phantom{a}})$ $(\sqrt{\phantom{a}})$ Macintosh computers use the macOS operating system. macOS is generally inexpensive as schools use it. (X)12 Smartphones and tablets use Microsoft Windows operating **(X)** systems. $(\sqrt{\phantom{a}})$ 13 You can change operating system settings using the System **Settings control.** 14 All operating system settings have the same names and ( **X** ) appearances. $(\sqrt{\phantom{a}})$ 15 In mac OS, the settings are called System Preferences. The settings in IOS are called Control Panel. **(X)**

18 You can add a new wireless printer to your computer, but it

28

modified.

cannot be removed from your computer.

( **X** )

(X)

17 Hardware or software settings in the Control Panel cannot be

		Grade 6	<b>Question bank</b>	c – March – 2024	
19	Change	s you make in (	Control Panel are au	itomatically applied	( √ )
3	to other	programs on y	our computer.		
20	Some pi	rograms are au	tomatically downloa	aded and allowed to	( √ )
	be used	immediately.			
21	To remo	ove a program	from your Windows	machine, open	( <b>X</b> )
	Control	Panel and then	n remove the progra	m directly without	
	followin	g specific steps	•		
22	Program	ns installed on .	Android devices can	not be removed.	( <b>X</b> )
23	The ope	erating system i	s an essential part o	of the programs on	( √ )
	compute	ers.			
Ch	oose th	ne correct a	nswer:		
		ting system mand hardware.	nages	computer functions, run	ning
8	1- <u>0S</u> .	b- 1	nac.	c- macin	tosh
<b>2-</b> T	he most	important prog	gram on your compt	iter is	
	a. Wor	<b>·d</b>	b. Operating system	c. Pair	ıt
	he opera	C v	ordinates communic	eation between your dev	ices
a	. your fri	iends	b. your contacts	c. your prog	rams
	Iost com	puters and lapt	ops have a pre-load	ed operating system	
		osoft Windows	b- macOS	c- I	OS

5-Smartphones and tablets use different operating systems such as Android and					
<b>Microsoft Windows</b>	b- macOS	c- <u>IOS</u>			
6- You can change the operation control	ating system settings usi	ng the			
a. Self b. Selec	ting travel modes	c. System Settings			
7- System settings have several different names and appearances depending on the you are using.					
a- Operating system	b- Phone type	c- Device manufacturer			
8- Device settings in iOS are	e called				
A - Control Panel	B - Control Center	C - System Preferences			
9- You can locatetaskbar.	by typing Control Panel	l in the search box in the			
a. Control Panel	c. PowerPoint	d. Google			
10- To add a new wireless p then select the printer you	·				
b. Clear data b	. Delete device	c. Add device			
11. Changes you make in the Control Panel are applied to other programs on your computer					
a. Manually b. Au	tomatically c. Wit	th a specific physical tool			
12. You can drag and drop the font file you want from the font library installed on your computer located in					
a. Downloads folder	o. Hardware and Sound	c. Media and Printers			

مالات العدم في

	improve the graphical inndows that comes out wi	nterface of the control panel th		
A. An updated operatin	g system  C. A type of comput	B. The same operating system er		
•	new printer to a compure so you can use it right	ter, downloads away.		
a- Windows	b- macOS	c- IOS		
15- You canand then uninstalling	the program by clicking	ng the right mouse button		
a. Put	b. Add	c. <u>Delete</u>		
on the profile icon, then	click on Manage Applic	can open the App Store, click ations and Devices, then you want to remove, then		
A- Android	<b>B- Windows</b>	C- Microsoft		
	sson 3 Writing a	nd sharing reports		
Put ( $$ ) or (X)				
1 Microsoft Word is reports and sharing	by far the most reliable t g information.	cool for writing ( √ )		
2 You can write reports using the Microsoft Access application (X) and use its various tools				
3 To choose a specific	c layout, click on the Lay	yout and Input tabs. $(\checkmark)$		
		•		

4	Microsoft Word includes formatting tools that allow the user to	( 1		)
3	print text in italic or bold formats.			
5	Microsoft Word tools do not allow you to put headings or create	( )	K	)
	tables.			
6	Some of the tasks that Microsoft Word tools can perform are	( 1		)
	inserting images, hyperlinks, and footnotes.			
7	Previewing the initial document before saving or printing it is	( 1	V	)
	allowed in Microsoft Word.			
8	WhatsApp is a messaging service for exchanging ideas and	( 1	V	)
	sharing information.			
9	WhatsApp does not help in providing feedback, especially when	( )	K	)
	working on a group project.			
10	Text messaging does not allow you to send audio and video	( )	K	)
	messages and images.			
11	Text messages or photos can only be sent via WhatsApp to one	( )	K	)
	person.			
12	WhatsApp is a very expensive service to use.	( )	K	)
10			1	
13	Encrypting messages sent in WhatsApp is one of the good	( 1	V	)
1.4	features of the application.		1	
14	WhatsApp services can be used from any device and without	( 1	٧	)
1.5	being restricted to a location.	( .	. 1	
15	You can use the design elements in Microsoft Word to increase	( 1	V	)
	the professionalism of your report			
22				

## Choose the correct answer:

1.Reports can be writte	n using Microsoft	••••			
a-Excel.	b. PowerPoint.	c. Word			
2.To choose a specific la	yout, you can click on	and enter			
a. Layout	b. Home page	c. References			
3.Microsoft'scapitalized words	. program includes the a	bility to print italicized or			
a. Word	b. Access	c. PowerPoint			
4 is one of Mici	rosoft Word's formatting	g tools			
a. Footnotes	b. Drawing	c. Adding slides			
5. You can use messagin	g services such as	•••••			
a. WhatsApp	b. Excel	c. Word			
6.Feedback from collea	gues and teachers can b	e requested through			
a. WhatsApp	b. Photos	c. System Settings			
7. Whats App messages a conversation	allow sending messages	in a single			
a. Individual	b. Group	c. Individual and group			
8. Whats App messages are characterized as					
a. Free	b. Expensive	c. Moderately priced			
9.No one but the recipie called	ent of the message can re	ead it, a feature of WhatsApp			
a. Non-privacy	b. Encryption	c. Violations			
33					

10 WhatsApp messaging services can be used on an Android or Apple device......

- a. Unlimited
- **b.** Time-limited
- c. At a higher cost

## **Lesson 4** Creating a presentation

## Put ( $\sqrt{}$ ) or (X)

- 1 You can use office programs and create presentations to express  $(\sqrt{\ })$  your opinions and ideas.
- 2 Make your presentations interesting and engaging by using the  $(\checkmark)$  right design.
- 3 Microsoft PowerPoint is a text editing application only. (X)
- 4 Animation options are available to add motion to the sentences  $(\sqrt{\ })$  and words on the slides.
- 5 Microsoft PowerPoint does not help to create presentations in (X) which you can express your ideas.
- 6 All Microsoft PowerPoint tools are complex and require special (X) skills.
- 7 You can effectively communicate your idea by using the tools to ( √ ) create engaging visuals that will grab the attention of your viewers.
- 8 You can review your presentation through the editing tab in review mode.  $\langle \mathbf{v} \rangle$

		L		
	Grade 6 Question bank – March – 2024			
9	You can save the file and maintain its format by saving it in Word.	(	X	)
10	PowerPoint does not offer the option to customize the slide size.	(	X	)
11	The tools in the Design tab help attributes and variables to	(		)
	choose the style of your presentation.			
12	The Insert tab allows you to add an image, shape, or text box.	(		)
13	Images can be loaded from files on the computer only when an	(	X	)
	image is inserted into the presentation.			
14	You can preview the presentation for the last time by pressing	(		)
	the Print button.			
15	The PowerPoint presentation should not exceed 10 slides and 20	(		)
	minutes and should not use a font type smaller than 30 points			
<u>Ch</u>	oose the correct answer:			
1- Y	ou can create presentations through the Microsoft program	•••	••••	
	a- Word. b - PowerPoint. c - Access			

2- Using the right ..... makes presentations more interesting and attractive.

a. Design

b. Device

c. Mouse

3- Microsoft PowerPoint includes tools ...... and writing for drafting texts.

a - Maintenance

b - Engineering

c – <u>Drawing</u>

4-Options are available to add movement to sentences and words on slides						
a - do not allow	b – prohibit	c- <u>allow</u>				
5- PowerPoint includes too materials for viewers.	ls that help	users create engaging				
b. Difficult	b. Complex	c. <u>Easy</u>				
6- To save the file before pr	6- To save the file before printing to preserve its formatting, click on					
a- Save the file as - po	lf option b- Delete	the file c- Layout				
7- You can review the presc clicking on	entation and make chan	ges in review mode by				
a- Insert an image	b- Edit in review m	ode c- Add a table				
8- The slide size is chosen b	y clicking on the	tab.				
a- Input- Text box	b- Type size c-	Design- Slide size				
9- The style and position of	f the text can be changed	d by clicking on				
a- Insert	<b>b-</b> <u>Design- Themes</u>	c- File				
10- When writing the message on PowerPoint, you must observe the rule of when it comes to text size						
<b>a</b> - <u>10/20/30</u>	b- Security	c- Device				
11- The number 10 in the 10/20/30 rule refers to						
a. Presentation time	b. Number of slides	c. Font size				
12- The number 20 in the 1	12- The number 20 in the 10/20/30 rule refers to					
a. Number of slides	b. Font size	c. <u>Display time</u>				

#### Grade 6 Question bank - March - 2024 13 The number 30 in the 10/20/30/30 rule refers to the lowest ...... a- Font size **b- Display time** c- Number of slides 14- Images can be added by clicking on the ..... tab **b- File- Print a-** Insert Image **c- Insert Text Box** 15- You can print the file by clicking on ...... **b- Insert** a- File- Print +c- Design **Lesson 5** Creating a database Put ( $\sqrt{}$ ) or (X) $(\sqrt{\phantom{a}})$ To be able to analyze your results and make decisions, you need to organize the information you collect about an issue. All data must be managed in compliance with European data (X)protection laws Databases store a limited amount of data and information in a (X)computer system $(\sqrt{\phantom{a}})$ Data can be easily analyzed or changed to meet the needs of users. A database does not allow the collection of data or information (X)about people or places.

students.

employees.

Teachers can use databases to collect information about their

Companies use databases to record information about their

 $(\sqrt{\phantom{a}})$ 

 $(\sqrt{\phantom{a}})$ 

<b>Wicrosoft Word is used to create a database.</b>	(	X	)
9 To type the column headings and field names to be added, click	(	X	)
Class Name			
10 ID Number is used to type the correct identification number.	(		)
11 To add a column to a database, right-click and choose Insert	(		)
Column.			
12 Type the class name in the Class Name column.	(		)
		,	
13 Excel automatically formats numbers and dates as you type	(		)
them.			
14 Some common Excel tools include coloring and designing	(	X	)
various slides.		,	
15 To choose sorting, go to the toolbar, select Data, and then click	(		)
Sort.		,	
16 Excel's common tools can be used for addition, subtraction,	(		)
multiplication, and division.		,	
17 Excel allows you to manipulate numbers in the database by	(		)
adding formulas.			
18 To add text in Excel cells, you must use a formula.	`	X	
19 To create a formula, you must first type "=" in the cell so that	(		)
Excel knows you are creating a formula.			
20 You can add your favorite hobbies and favorite foods to your	(		)
Excel database.			

# Choose the correct answer:

1- All data must be mana	ged in compliance with da	ta protection laws
a- Egyptian	b- Japanese.	c - European
Changing and analyzing	data in a database is	to meet the needs of users
a. Difficult	b. Easy	c. Complex
2 can be use places or things	d to collect data and infor	mation about people,
a - Paint program	b- Photo program	c - <u>Database</u>
3- A teacher can use a dat	tabase that includes inforn	nation about
a- <u>his students</u>	b- street children	c- politicians
4- Microsoft	can be used to create a o	latabase
a-Access	b- Excel	c- Word
5- To type the column hea	ndings and field names to b	be added, click on
a.A1, B1 and C1	b- Student Name	c- ID Number
6- Sorting, adding, subtra	acting, dividing, and multi	plying are tools of
a- PowerPoint	b- Word	c- <u>Excel</u>
7- To choose sorting, you	have to choose	from the toolbar.
a - design	<b>b</b> – <u>data</u>	c - font type
8- Excel allows you to dea	al with numbers in the data	abase by adding
a- <u>Formulas</u>	b- Slide	c- Color
9- To create a formula, yo	ou must first type	••••••
a. ???	b. :<:	C- <u>"="</u>



## **Lesson 6** Creating digital project

### Put ( $\sqrt{}$ ) or (X)

1	You can use PowerPoint to help you plan projects.	(		)
2	PowerPoint allows you to share information with others	(		)
3	Sharing information via text and images is one of the things that	(		)
	PowerPoint allows.			
4	Videos, animations, and infographics are visuals that are not	(	X	)
	allowed to be shared through PowerPoint.			
5	To make your presentation more engaging, you can add some	(		)
	visuals such as a video or images.			
6	Presenting plain text without additional visuals can lead to a	(		)
	less engaging presentation.			
7	A flowchart is not a presentation tool.	(	X	)
8	A flowchart does not have specific steps, but a new one can be	(	X	)
	created by simply clicking on the Insert Text tab.			
9	You can create a flowchart by clicking on the Insert tab, clicking	(		)
	on Choose Drawing, then the menu, and following the steps			
	down to the text and selecting the color you want.			
10	Flowcharts allow you to change colors using styles.	(		)
11	When presenting in front of an audience, you need to speak	(	X	)
	quickly.			

	The introduction of the presentation.	ne topic is an important par	t of your ( √ )
13	You should read direc	etly from the content of the	presentation (X)
	without having to read	d it beforehand	
14	Be sure to refer to the	different sections of the flo	wchart while $( \checkmark )$
	presenting the inform	ation	
15	Presentations can be u	used to solve a problem or d	iscuss an issue $( \checkmark )$
<u>Ch</u>	oose the correct a	answer:	
	others.	ram can create presentation	s to share information
<b>A.</b> <u>P</u>	owerPoint.	b - Painter.	C - camera
	isualizations can be ad	ded to presentations such a	s videos, animations,
a- D	evice settings	<b>b- Operating system</b>	c- Graphics
	owerPoint works on municates it better tha	the scientific materi in regular texts	al presented and
a - (	Complexity	<b>b</b> - Difficulty	<b>c</b> - <u>Simplification</u>
4 proj		conceptualizing, planning a	and presenting a task or
a. <u>F</u>	<u>owcharts</u>	b. Facebook	c. Video games
5- T	o create a flowchart, ye	ou must first click on	from the Insert tab.
a- <u>S</u>	mart Art	b- List	c- OK

6-Trochoose a flowchart you want to use, review the description at						
a. References	b. Input menu	c. Dialog box				
7- You can choose the desire	ed color by clicking Change	Color from				
a- Illustrator	b- <u>Smar Art Design</u>	c- Start Menu				
8- When giving your presen	tation, you should speak	••••••				
a. Very slowly	b. Quickly	c. Confidently				
9- Start with To presentation to the audience		pose of the				
a- Conclusion of the topic	<b>b</b> - <u>Introduction</u>	c- Random way				
10. practicing in advance to read the content of the presentation before presenting it to the audience is						
a. Important	b. Unnecessary	c. Waste of time				



# Exams

# Grade 6

Mrs/Eman Meslam





### Ministry of education Education Exam Sample (1)

Put (	$\sqrt{1}$	) or (	(X)
		<u> </u>	

1	When presenting in from	t of an audience, speak quickly		(	)
2	<b>Microsoft PowerPoint is</b>	a text editing application only		(	)
3	Microsoft Word includes	s formatting tools that allow the us	ser to print	(	)
	text in italicized or bolde	ed formats.			
4	The operating system ha	as nothing to do with the requirem	ents of	(	)
	different computer prog	rams			
5	Ms. Sonika Manandhar	wanted to use her knowledge to in	nprove	(	)
	the local environmen	nt in Nepal			
<u>C</u>	oose the correct	answer:			
1	. The most importan	t program on your computer i	is	••	
	a. Word	b. Operating system	c. Pai	int	
2		by typing control panel	in the searc	h box i	in the
t	askbar.				
t	askbar. a. Control Panel	b. PowerPoint	c. Goo	gle	
			c. Goo	gle	
	a. Control Panel		c. Goo c- Wo		
3	<ul><li>a. Control Panel</li><li>B. Reports can be write</li><li>a. Excel.</li></ul>	tten using Microsoft.	c- Wo	ord	
3	a. Control Panel  3. Reports can be writ  a. Excel.  4-To save the file befor  a- Save the file a	tten using Microsoft.  b. PowerPoint.  e printing to preserve its form	c- Wo natting, clicl te the file	ord k on c- La	yout
3	a. Control Panel  3. Reports can be writ  a. Excel.  4-To save the file befor  a- Save the file a	tten using Microsoft.  b. PowerPoint.  e printing to preserve its form  s - pdf option  b- Delet	c- Wo natting, clicl te the file	ord k on c- La	yout



# Ministry of education Education Exam Sample (2)

### Put ( $\sqrt{}$ ) or (X)

1 The operating system doesn't ma	itter in your computer	
2 Macintosh computers use the ma	acOS operating system	( )
3 Text messaging does not allow sending	g messages, audio images,	and videos.
4 You can save the file and maintain	in its format by saving	git in Word.
5 Microsoft Word is used to create	e a database	( )
<b>Choose the correct answ</b>	ver:	
1- PowerPoint works to communicates it better than re		aterial presented and
A - Complexity	<b>B</b> - Difficulty	C - Simplification
2- To type the column heading	s and field names to	o be added, click on
A- A1, B1 and C1	<b>B- Student Name</b>	<b>C- ID Number</b>
<b>3- The number 20 in the 10/20</b>	/30 rule refers to	••••••
A- Number of slides	<b>B- Font size</b>	C- Display time
4 -WhatsApp messages allow conversation	sending messages	in a single
A - individual	B – group	C - individual and group
5- Programmers try to improve with each version of Windows		erface of the control panel
A. an updated operating system C. a different type of computer	B. tl	ne same operating system



### Ministry of education Education Exam Sample (1) Answers

Put (		) or (	(X)
	'	<u> </u>	

I	when presenting in front	of an audience, speak quickly		(X)
2	<b>Microsoft PowerPoint is a</b>	a text editing application only		( <b>X</b> )
3	<b>Microsoft Word includes</b>	formatting tools that allow the	user to print	( <b>V</b> )
	text in italicized or bolded	l formats.		
4	The operating system has	nothing to do with the require	ements of	( <b>X</b> )
	different computer progra	ams		
5	Ms. Sonika Manandhar w	vanted to use her knowledge to	improve	( <b>V</b> )
	the local environment	t in Nepal		
<u>Cł</u>	noose the correct	answer:		
1	1. The most important	program on your compute	r is	<b></b>
	a. Word	b. Operating system	c. Pai	int
	2. You can locate	by typing control pane	el in the searc	h box in the
	a. Control Panel	b. PowerPoint	c. Goo	gle
3	3. Reports can be writt	en using Microsoft.		
	a. Excel.	b. PowerPoint.	c- <u>Wo</u>	<u>ord</u>
2	<b>1-To save the file before</b>	printing to preserve its for	matting, clic	k on
<b>5-</b> ]		- pdf option b- Del l with numbers in the datal		•
	a- Formulas	b- slide	c- co	olor



# Ministry of education Education Exam Sample (2) Answers

### Put ( $\sqrt{}$ ) or (X)

1	The operating system doesn't ma	tter in your compu	iter		(	X	)
2	Macintosh computers use the ma	cOS operating syst	tem.		(	٧	)
3	Text messaging does not allow sending	messages, audio imag	ges, and vid	leos.	(	٧	)
4	You can save the file and maintain its format by saving it in Word.					X	)
5	Microsoft Word is used to create	a database			(	X	)
<u>Cł</u>	noose the correct answ	<u>ver:</u>					
	1- PowerPoint works to communicates it better than re		materia	l presente	ed an	d	
	A - Complexity	<b>B</b> - Difficulty	C	C - <u>Simplif</u>	icati	<u>on</u>	
2	2- To type the column heading	s and field name	s to be a	dded, clio	ck on	l <b></b>	•••••
	A- A1, B1 and C1	B- Student Nar	me	C- ID N	umb	er	
	3- The number 20 in the 10/20/	/30 rule refers to	•••••	•••••			
	A- Number of slides	<b>B- Font size</b>		C- <u>Disp</u>	lay t	ime	
	4 -WhatsApp messages allow conversation	sending message	s	in a s	single	<del>)</del>	
	A - individual	B – group	C - <u>i</u>	ndividual	and	gr	<u>oup</u>
	5- Programmers try to improvwith each version of Windows		nterface	e of the co	ntro	l pa	nel
	an updated operating system a different type of computer	В	. the san	ne operat	ing s	ysto	em



		Azhar Exam	Form (1)			
Put ( $$ )	or ( X )					
1 When pr	esenting in front	of an audience, speal	k quickly		(	)
2 Microsof	t PowerPoint is a	text editing applicat	tion only		(	)
3 Microsof	t Word includes	formatting tools that	allow the user to p	rint	(	)
text in ita	alicized or bolded	formats.				
4 The oper	ating system has	nothing to do with th	he requirements of		(	)
different	computer progra	ams				
5 Ms. Soni	ka Manandhar w	anted to use her kno	wledge to improve		(	)
the lo	ocal environment	in Nepal				
<u>Choose t</u>	he correct	answer:				
1. The m	ost important	program on your (	computer is	•••••		
a. V	Vord	b. Operating sys	stem	c. Paint		
2. You ca taskbar.	an locate	by typing con	trol panel in the	search b	ox in	the
a. C	ontrol Panel	b. PowerPo	oint c	. Google		
3. Repor	ts can be writte	en using Microsoft	t.			
a. E	xcel.	b. PowerPo	int.	e- Word		
4-To save	the file before	printing to preser	ve its formatting	, click or	ı	•••••
a- S	Save the file as	- pdf option	b- Delete the f	ile c-	Lay	out

a- Formulas

5- Excel allows you to deal with numbers in the database by adding ......

b- slide

c- color

### Match From (A) the suitable number From (B)

Α		В	
1 PowerPoint		You can. Write reports using it.	
2	Word	You can request feedback from colleagues and teachers through it	
3	System settings	You can create presentations with it	
4	Database	To create a flowchart, you must first click on from the Insert tab.	
5	Smart Art	To collect data and information about people, places, or things	

ut	1	or	(	Χ	)

### Azhar Exam Form (2)

The operating system doesn't matter in your computer ( )					
Macintosh computers use the macOS operating system. ( )					
3 Text messaging does not allow sending	messages, audio images,	and videos.			
4 You can save the file and maintai	n its format by saving	it in Word.			
5 Microsoft Word is used to create a database					
Choose the correct answ	<u>ver:</u>				
1- PowerPoint works tocommunicates it better than re		iterial presented and			
A - Complexity	<b>B</b> - Difficulty	C - Simplification			
2- To type the column headings and field names to be added, click on					
A- A1, B1 and C1	<b>B- Student Name</b>	C- ID Number			
3- The number 20 in the 10/20/30 rule refers to					
A- Number of slides	<b>B- Font size</b>	C- Display time			
4 -WhatsApp messages allow conversation	sending messages	in a single			
A - individual	B – group	C - individual and group	)		
5- Programmers try to improve with each version of Windows	<b>.</b>	erface of the control panel			
A. an updated operating system	B. th	ne same operating system			

# Choose the correct answers using the words between brackets

(Word - System Settings - Database - Smart Art - Power point )

- 1. Reports can be written using ......
- 2. You can create presentations with Microsoft ......
- 3. Feedback from peers and teachers can be solicited through the
- 4. You can use ...... to collect data and information about people, places, or things
- 5.To create a flowchart, first click on ...... from the Insert tab.

		Grade	Question bank – N	<i>r</i> iarcn – 202	4		
6	S. S	Azh	ar Exam Form (1) A	Answers			
ut	<b>(√)</b>	or ( X )					
1 W	hen pro	esenting in front	of an audience, speak quickly		(	X	)
2 M	Microsoft PowerPoint is a text editing application only (X						)
3 M	icrosoft	t Word includes f	formatting tools that allow the	e user to print	(	٧	)
te	xt in ita	licized or bolded	formats.				
4 TI	he opera	ating system has	nothing to do with the require	ements of	(	X	)
di	different computer programs						
5 M	s. Sonil	ka Manandhar w	anted to use her knowledge to	o improve	(	٧	)
	the lo	ocal environment	in Nepal				
Cho	ose t	he correct	answer:				
1.	The m	ost important	program on your compute	er is			
	a. W	ord	b. Operating system	c. Pain	ıt		
	You ca kbar.	n locate	by typing control pan	el in the search	box	k in	ı th
	a. <u>Co</u>	ontrol Panel	b. PowerPoint	c. Goog	le		
3.	Repor	ts can be writte	en using Microsoft.				

- - a. Excel.

b. PowerPoint.

- c- Word
- 4-To save the file before printing to preserve its formatting, click on ......
  - a- Save the file as pdf option
- b- Delete the file
- c- Layout
- 5- Excel allows you to deal with numbers in the database by adding ......
  - a. Formulas

b- slide

c- color

### Match From (A) the suitable number From (B)

Α		В	
1	PowerPoint	You can. Write reports using it.	
2	Word	3	You can request feedback from colleagues and teachers through it
3	System settings	1	You can create presentations with it
4	Database	4	To create a flowchart, you must first click on from the Insert tab.
5	Smart Art	5	To collect data and information about people, places, or things

### Azhar Exam Form (2) Answers

1	The operating system doesn't matter in your computer	(	X	)
2	Macintosh computers use the macOS operating system.	(	٧	)
3	Text messaging does not allow sending messages, audio images, and videos.	(	٧	)
4	You can save the file and maintain its format by saving it in Word.	(	X	)
5	Microsoft Word is used to create a database	(	X	)

#### **Choose the correct answer:**

1- PowerPoint works to	the scientific material presented and
communicates it better than regu	lar texts

**A - Complexity** 

**B - Difficulty C - Simplification** 

2- To type the column headings and field names to be added, click on ..........

A-A1, B1 and C1

3- The number 20 in the 10/20/30 rule refers to ......

A- Number of slides

**B- Font size** 

C- Display time

4 -WhatsApp messages allow sending messages ...... in a single conversation

A - individual

B – group C - individual and group

5- Programmers try to improve the graphical interface of the control panel with each version of Windows that comes out.

A. an updated operating system

B. the same operating system

C. a different type of computer

# Choose the correct answers using the words between brackets

(Word - System Settings - Database - Smart Art - Power point )

- 1.Reports can be written using Word
- 2. You can create presentations with Microsoft Power point
- 3.Feedback from peers and teachers can be solicited through the **System Settings**
- 4. You can use **Database** to collect data and information about people, places, or things
- 5.To create a flowchart, first click on Smart Art from the Insert tab.